

SECTION 4
OFF-STREET PARKING REQUIREMENTS
(revised ZA05-0003)

4.01 PURPOSE:

To secure safety from fire, panic, and other dangers; to lessen congestion on public streets; to facilitate the adequate provisions of transportation; to conserve the value of buildings; and to encourage the most appropriate use of land. Minimum off-street parking and loading shall be provided as set forth in the following schedules and provisions.

4.02 SPECIAL OFF-STREET PARKING PROVISIONS - RESIDENTIAL DISTRICTS (ZA05-0003)

- A. Required off-street parking shall be provided on the same site as the use it is to serve, as referenced in Section 4.08.
- B. Required parking must be paved concrete, or it may be pervious concrete with approval of the Director of Engineering Services or his/her designee. Other impervious surfaces may be used if approved by the City Council in advance.
- C. In the A District, the required parking shall be on, at a minimum, washed gravel or similar all-weather surface.
- D. No parking space, garage, carport, or other automobile storage space shall be used for the storage of any heavy load vehicle.
- E. In the RE, SF-1, SF-2, SF-3, SF-4, SF-5, OTR, PH, TH and 2F Zoning Districts, there shall be a minimum of two (2) parking spaces located behind the front building line and enclosed in the main or an accessory building. In addition, there shall be two (2) paved parking spaces provided behind the front property line only for the purpose of allowing on-site stacking or maneuvering to the enclosed spaces.
- F. In the RE, SF-1, SF-2, SF-3, SF-4, SF-5, OTR, PH, TH and 2F Zoning Districts, required enclosed parking and stacking spaces shall be a minimum of nine (9) feet wide and twenty (20) feet long. Required enclosed parking and stacking spaces shall remain clear of any encroachments.
- G. In OTR, the front of the garage shall be setback a minimum of 20' from the projection of the front porch or building line (see Illustration 18).
- H. Circular driveways shall be designed to accommodate any required parking behind the front building line. Such driveways shall comply with driveway standards as outlined in the City's Engineering Design

Standards & Construction Details.

4.03 SPECIAL OFF-STREET PARKING PROVISIONS - NON-RESIDENTIAL AND MF DISTRICTS

- A. To prevent nuisance situations, all parking area lighting shall be designed and operated so as not to reflect or shine on adjacent properties and in accordance with the standards established in Article IV, Section 6.
- B. For public safety and fire-fighting purposes, cross access through to adjacent parking areas shall be provided between adjoining parcels or building sites.
- C. In Office, Retail, Commercial, and Industrial Districts, all parking shall be provided on paved concrete, or it may be pervious concrete with approval of the Director of Engineering Services or his/her designee. Other impervious surfaces may be used if approved by the City Council in advance.
- D. Parking spaces shall be permanently and clearly identified by stripes, buttons, tiles, curbs, barriers, or other approved methods. Non-permanent type marking, such as paint, shall be regularly maintained to ensure continuous clear identification of the space.
- E. Each standard off-street parking space shall be a minimum of nine feet (9') in width and twenty feet (20') in depth, exclusive of driveways and maneuvering aisles, and shall be of usable shape and condition (See Article VI, Appendix 1, Illustrations). Where it is possible for a vehicle to overhang the front of a parking space above a paved, stoned, mulched, or grassed area other than a sidewalk, street right-of-way or adjacent property, the depth of the paved standard space may be reduced to eighteen feet (18'). No parking space shall overhang required landscape areas. Head-in parking spaces adjacent to buildings shall have a minimum four-foot (4') wide clearance adjacent to the building. Four-foot (4') wide clearance shall be maintained by curbs or wheel stops. Parallel off-street parking spaces must be a minimum of eight feet (8') in width and twenty-two feet (22') in depth. Parking spaces within non-residential structured parking garages shall be a minimum of eight and one-half feet (8.5') in width and eighteen feet (18') in depth (Z2000-0070).
- F. All parking and loading spaces, and vehicle sales areas on private property shall have a vehicle stopping device installed so as to prevent parking of motor vehicles in any required landscaped areas, and to prevent any parked vehicle from overhanging a public right-of-way line, or public sidewalk. Parking shall not be permitted to encroach upon the public right-of-way in any case. All vehicle maneuvering shall take place

on-site. No public right-of-way shall be used for backing or maneuvering into a parking space, except in the Original Town Commercial (OTC) District as approved by the Director of Planning & Development Services. (See Article VI, Appendix 1, Illustration #2)

- G. Refuse storage facilities placed in a parking lot shall not be located in a designated parking or loading space. Each refuse facility shall be located so as to facilitate pickup by refuse collection agencies and shall be screened according to Article IV, Section 5.
- H. Dead end parking is prohibited in non-residential developments, except in the Original Town Commercial (OTC) District as approved by the Director of Planning & Development Services. All other drive aisles must circulate.
- I. Handicap parking space(s) shall be provided according to State of Texas Program for the Elimination of Architectural Barriers and shall conform to the Americans Disability Act (ADA) of 1991, as may be amended, accessibility guidelines or the Uniform Federal Accessibility Standards. Current requirements are as follows:

<u>Total Parking in Lot</u>	<u>Required Minimum Number of Accessible Spaces</u>
1 to 25	1
26 to 50	2
51 to 75	3
76 to 100	4
101 to 150	5
151 to 200	6
201 to 300	7
301 to 400	8
401 to 500	9
501 to 1000	2 percent of total
1001 and over	20, plus 1 for each 100 over 1000

4.04 OFF-STREET LOADING SPACE - ALL DISTRICTS

- A. All non-residential uses having 10,000 square feet or more of gross floor area shall provide and maintain an off-street area for the loading and unloading of merchandise and goods, in accordance with the following requirements:
 - 1. All retail, commercial and industrial uses shall have at least one (1) space per fifty thousand (50,000) square feet of gross floor area, up to one hundred thousand (100,000) square feet and one (1) space for

each additional one hundred thousand (100,000) square feet of gross floor area or fraction thereof.

2. All hotels, office buildings, restaurants and similar establishments shall have at least one (1) space per one hundred fifty thousand (150,000) square feet of gross floor area up to three hundred thousand (300,000) square feet of gross floor area or fraction thereof.
3. A loading space shall consist of an area of a minimum of twelve (12) by thirty (30) feet.
4. All drives and approaches shall provide adequate space and clearances to allow for the maneuvering of trucks off-street. Each site shall provide a designated maneuvering area for trucks. No maneuvering shall take place in the right-of-way.

4.05 PARKING ACCESS FROM A PUBLIC STREET - ALL DISTRICTS

- A. Vehicular access to non-residential uses shall not be permitted from alleys serving residential except in the Original Town Commercial (OTC) District as approved by the Director of Planning & Development Services.
- B. See Article IV, Section 7 and Article IV, Section 9 for setback requirements for garages and carports in residential districts adjacent to a public street.

4.06 RULES FOR COMPUTING NUMBER OF PARKING SPACES:

In computing the number of parking spaces required for each of the above uses, the following rules shall govern:

- A. "Floor Area" shall mean the gross floor area of the specific use.
- B. Where fractional spaces result, the parking spaces required shall be constructed to be the nearest whole number.
- C. The parking space requirements for a use not specifically mentioned herein shall be the same as required for a use of similar nature or as approved by the Planning & Zoning Commission in conjunction with a Site Plan. The applicant must provide data to support the request.
- D. Whenever a building or use constructed or established after the effective date of this Ordinance is changed or enlarged in floor area, number of employees, number of dwelling units, seating capacity or otherwise, to create a need for an increase of ten percent (10%) or more in the number of existing parking spaces, such spaces shall be provided on the basis of the enlargement or change. Whenever a building or use existing prior to the effective date of this Ordinance is enlarged to the extent of thirty percent (30%) or more in floor

area or in the area used, said building or use shall then and thereafter comply with the parking requirements set forth herein.

- E. In the case of mixed uses, the parking spaces required shall equal the sum of the requirements of the various uses computed separately. Up to fifty percent (50%) of the parking spaces required for a theater or other place of evening entertainment (after 6:00 P.M.), or for a church, may be provided and used jointly by banks, offices, and similar uses not normally open, used, or operated during evening hours if specifically approved by the Planning & Zoning Commission as shown on a site plan and final plat. When a college or university offering evening classes only (after 5:30 P.M.) and an office development are located on the same lot, they may share 100% of the parking provided on the lot (with approval of a preliminary site plan, site plan, or substantially conforming site plan designating as such). Such approval may be rescinded by the Planning & Zoning Commission and additional parking shall be obtained by the owners in the event that the Planning & Zoning Commission determines that such joint use is resulting in a public nuisance by providing an inadequate number of parking spaces or otherwise adversely affecting the public health, safety, or welfare. A decision by the Planning & Zoning Commission to rescind a shared parking approval may be appealed to the City Council (see appeal procedure in Article IV, Section 1.07(C)(7)). (ZA2002-0021)

4.07 **PARKING REQUIREMENTS BASED ON USE:**

A. Off-street Parking Requirements

In all Districts, at the time any building or structure is erected or structurally altered, off-street parking spaces shall be provided in accordance with the following requirements:

- **Alcoholic Beverage Establishments:** One (1) parking space for each seventy-five (75) square feet of gross floor area. (ZA09-0004)
- **Assisted Care or Living Facility:** One (1) space per five (5) beds and one (1) parking space for each one thousand (1,000) square feet of lot area for outdoor uses.
- **Athletic fields (private):** Fifty (50) spaces per field for fields without fixed seating.
- **Bank, Savings and Loan, or Credit Union:** One (1) space per three hundred (300) square feet of gross floor area.
- **Bed and breakfast facility:** One (1) space per guest room in addition to the requirements for a normal residential use.

- **Bowling alley:** Five (5) parking spaces for each alley or lane.
- **Car wash (self serve):** Two parking spaces plus required stacking for each car wash bay.
- **Church, rectory, or other place of worship:** One (1) space per 100 square feet of gross floor area of the main sanctuary.
- **College or University:** One (1) space per each day student.
- **Community Center, Library, Museum, or Art Gallery:** Ten (10) parking spaces plus one (1) additional space for each three hundred (300) square feet of floor area in excess of two thousand (2,000) square feet. If an auditorium is included as a part of the building, its floor area shall be deducted from the total and additional parking provided on the basis of one (1) space for each four (4) seats that it contains.
- **Commercial Amusement (indoor):** One (1) space per one-hundred (100) square feet of gross floor area. (ZA04-0001)
- **Commercial Amusement (outdoor):** Two (2) spaces per three (3) seats on amusement rides, or ten (10) spaces per ride, sports court, batting cage facility, or attraction with no specific or defined seating.
- **Dance Hall, Assembly or Exhibition Hall Without Fixed Seats:** One (1) parking space for each one hundred (100) square feet of floor area thereof.
- **Day Care:** One (1) space per ten (10) pupils plus one (1) space per employee on maximum shift.
- **Dwellings, Single Family and Duplex:** Two (2) garage and two (2) stacking spaces for each unit, located behind the front building line (Z2000-0070). See Section 4.02 (E).
- **Dwellings, Multifamily:** Two (2) spaces for one (1) and two (2) bedroom units, plus one (1) additional space for each additional bedroom (ZA2001-0008).
- **Flea Market:** One (1) space for each five hundred (500) square feet of site area. Dirt or gravel parking lots are not permitted.
- **Fraternity, Sorority, or Dormitory:** One (1) parking space for each two (2) beds on campus, and one and one-half (1½) spaces for each two beds in off campus projects.
- **Gasoline Station (kiosk):** Minimum of four (4) spaces for employees.
- **Golf Course:** Nine (9) parking spaces per hole, plus one (1) parking space for each 150 square feet of floor area of golf or country club.

- **Golf Course (miniature & driving range):** 1.5 parking spaces per hole (or tee), plus one (1) space for each 100 square feet of game room area.
- **Health Studio or Club:** One (1) parking space per one hundred (100) square feet.
- **Hospital:** One (1) space per employee on the largest shift, plus one and one-half (1½) spaces per each bed or examination room whichever is applicable.
- **Hotel:** One (1) parking space for each sleeping room or suite plus one (1) space for each two hundred (200) square feet of commercial floor area contained therein.
- **Kindergartens, day schools, and similar child training and care establishments:** One space per ten (10) pupils plus one space per teacher. See Section 4.07(B) for stacking requirements for drop off area.
- **Library or Museum:** Ten (10) spaces plus one (1) space for every three hundred (300) square feet.
- **Lodge or Fraternal Organization:** One (1) space per two hundred (200) square feet.
- **Manufacturing or Industrial Establishment, Research or Testing Laboratory, Creamery, Bottling Plant, Warehouse, Printing or Plumbing Shop, or Similar Establishment:** One (1) parking space for each employee on the maximum working shift plus space to accommodate all trucks and other vehicles used in connection therewith, but not less than one (1) parking space for each one thousand (1,000) square feet of floor area.
- **Mini-Warehouse:** Four (4) spaces per complex plus (1) one additional space per five thousand (5000) square feet of storage area. Parking may be included as parallel spaces between the fire lane and storage buildings.
- **Mobile Home Park:** Two (2) spaces for each mobile home plus additional spaces as required herein for accessory uses.
- **Mortuary or Funeral Home:** One (1) parking space for each fifty (50) square feet of floor space in slumber rooms, parlors or individual funeral service rooms.
- **Motel:** One (1) parking space for each sleeping room or suite plus one (1) additional space for each two hundred (200) square feet of commercial floor area contained therein.

- **Motor Vehicle Repair and Service:** Three (3) parking spaces per service bay **plus** one (1) parking space per maximum number of employees on a shift.
- **Motor-Vehicle Salesroom and Used Car Lots:** One (1) parking space for each five hundred (500) square feet of sales floor for indoor uses, or one (1) parking space for each one thousand (1,000) square feet of lot area for outdoor uses.
- **Nursery (Major and Minor):** One (1) parking space for each 5,000 square feet of outdoor storage area. Any associated sales or office area shall be calculated at one (1) parking space per 200 square feet.
- **Office (Professional):** One (1) space per three hundred (300) square feet of gross floor area except as otherwise specified herein.
- **Office (Medical and/or Dental):** One (1) space per two hundred (200) square feet of gross floor area. Facilities over 20,000 square feet shall use the parking standards set forth for hospitals.
- **Private Club or Restaurant with a Private Club:** One (1) parking space for each seventy-five (75) square feet of gross floor area.
- **Recycling center/plant:** One space per 1,000 square feet of gross floor area of the processing center.
- **Residential Amenity Center:** One (1) parking space for each 25 dwelling units in the development, minimum ten (10) spaces.
- **Retail (general):** One (1) space per two hundred (200) square feet of gross floor area.
- **Retail (big box, wholesale, furniture store, etc.):** One (1) space per 250 square feet of gross floor area for buildings over 70,000 square feet.
- **Retail (shopping center):** One (1) space per 250 square feet of gross floor area for shopping centers between 100,000 and 500,000 square feet.
- **Retail (over 500,000 square feet):** One (1) space per 200 square feet of gross floor area.
- **Restaurant, Cafe or Similar Dining Establishment:** One (1) parking space for each one hundred (100) square feet of gross floor area. Outdoor seating areas (may be covered, but not enclosed) under 500 square-feet do not have an additional parking requirement.
- **Rooming or Boarding House:** One (1) parking space for each sleeping room.

- **Sanitarium, Convalescent Home, Home for the Aged or Similar Institution:** One (1) parking space for each five (5) beds.
- **School, Elementary, Secondary, or Middle:** One (1) parking space per seventeen (17) students. (The total number of students shall be determined by taking the square footage of standard classrooms divided by twenty (20), plus the square footage of special classrooms, such as art, laboratories, drama, band and vocational rooms, divided by fifty (50)). (Z2000-25; Ord. No. 00-05-17)
- **School, High School:** One (1) parking space per three and three-tenths (3.3) students. (The total number of students shall be determined by taking the square footage of standard classrooms divided by twenty (20), plus the square footage of special classrooms, such as art, laboratories, drama, band and vocational rooms, divided by fifty (50)). (Z2000-25; Ord. No. 00-05-17)
- **Theater, Sports Arena, Stadium, Gymnasium or Auditorium (except school):** One (1) parking space for each three (3) seats or bench seating spaces.
- **Truck stops:** One (1) truck parking space for each ten thousand (10,000) square feet of site area **plus** one (1) vehicle parking space per two hundred (200) square feet of building area.
- **Warehouse, Wholesale, Mini, Manufacturing and Other Industrial Type Uses:** One (1) space for one thousand (1,000) square feet of gross floor area.

B. Stacking Requirements (Z99-40; Ordinance No. 99-09-28)

Stacking spaces provide the ability for vehicles to queue on site prior to receiving a service. A stacking space shall be a minimum of nine feet (9') in width and twenty feet (20') in length and shall not be located within or interfere with any other circulation driveway, parking space, fire lane, or maneuvering area. Stacking spaces shall be provided behind the vehicle bay door, middle of the service window, or middle of the service island, whichever is applicable. In all Districts, at the time any building or structure is erected or altered, stacking spaces shall be provided in the number and manner set forth in the following list of property uses:

- **Automated Teller Machine (ATM):** Three (3) stacking spaces.
- **Automobile Oil Change and Similar Establishments:** Three (3) stacking spaces per bay.

- **Car Wash (Full Service):** Six (6) stacking spaces per bay.
- **Car Wash (Self Service - Automated):** Three (3) stacking spaces per bay.
- **Car Wash (Self Service - Open Bay):** Two (2) stacking spaces per bay.
- **Car Wash (Self Service - Drying Areas and Vacuum Islands):** Two (2) stacking spaces per drying area and/or vacuum island.
- **Dry Cleaning, Pharmacy, or Other Retail Establishments with a Drive-thru:** Three (3) stacking spaces for first service window.
- **Financial Institution:** Five (5) stacking spaces per window or service lane.
- **Kindergartens, day schools, and similar child training and care establishments:** One (1) stacking space per ten (10) students provided on a through "circular" drive.
- **Kiosk (with Food Service):** Five (5) stacking spaces for first window, order board, or other stopping point.
- **Kiosk (without Food Service):** Two (2) stacking spaces for first window, order board, or other stopping point.
- **Restaurant with Drive-thru:** Five (5) stacking spaces for first window, order board, or other stopping point.

A single stacking space shall be provided after the final window, order board, or stopping point to allow vehicles to pull clear of the transaction area prior to entering an intersecting on-site driveway or maneuvering aisle. Buildings and other structures shall be setback a minimum of ten feet (10') from the back of the curb of the intersecting driveway or maneuvering aisle to provide adequate visibility and to allow vehicles to safely exit drive-thru lanes and escape lanes prior to merging into intersecting driveways or maneuvering aisles.

An escape lane shall be provided for any use containing a drive-thru facility. An escape lane shall be nine feet (9') in width and shall provide access around the drive-thru facility. An escape lane may be part of a circulation aisle.

4.08 LOCATION OF PARKING SPACES: (ZA03-0003)

All parking spaces required herein shall be located on the same lot with the building or use served, except as follows:

- A. In any case where the required parking spaces are not located on the same lot with the building or use served, or where such spaces are collectively or jointly provided and used, such spaces shall be located in a parking easement as shown on a final plat and site plan.
- B. Required parking in the Original Town Commercial (OTC) district shall be reduced by fifty (50) percent of the current parking requirements as they exist or may be amended. If it is determined that due to existing site constraints, the requirements of this Ordinance cannot be met in the OTC district, the Director of Planning & Development, or his/her designee, may, in his/her sole discretion, award public off-street parking spaces at City designated locations if all of the following conditions exist:
 - 1. The proposed use represents an increase in parking intensity;
 - 2. the proposed use will be located in an existing structure, and non-building areas of the property cannot be reconfigured to provide all of the required off-street parking;
 - 3. the owner and/or lessee of the proposed use has exhausted all other means to provide the necessary parking including, without limitation, utilizing any vacant parcel, owned by the owner and/or lessee, which could be developed as parking; and
 - 4. there must be a surplus of existing Downtown Public Parking Lot spaces. A roster of Downtown Public Parking Lot spaces will be kept and maintained by the Zoning & Subdivision Administrator, or his/her designee. Any property owner/lessee, or his/her authorized agent, requesting any building permit and/or CO, which affects a parcel in the Original Town Commercial (OTC) district and which results in a more intense use, must provide the additional parking required by this Ordinance if the Director of Planning, or his/her designee, determines, according to Article IV Section 4, that the increase in square footage warrants an increase in parking spaces.
- C. Uses in the Original Town Commercial (OTC) district that have been awarded parking spaces out of any Downtown Public Parking Lots, will retain the ability to apply these spaces to their off-street parking requirements for up to six (6) months after the use, for which the additional spaces were awarded under this section, has vacated the premises. For purposes of this paragraph only, termination of water and/or garbage disposal service will be, among others, a determining factor in establishing

when a use has been vacated. If after six (6) months the site does not have a new use for which a CO has been issued, the spaces will revert to the City as surplus. In the event a property, previously awarded Downtown Public Parking Spaces, changes to a less intensive use the unneeded Spaces shall be forfeited.

- D. Awarding Downtown Public Parking Lot spaces is allowed solely for the purpose of assisting an applicant in satisfying the off-street parking requirements established by this Ordinance. An award of Downtown Public Parking Lot spaces is not a guarantee that the awarded spaces will be open for parking at any and/or all times. Availability of any Downtown Public Parking Lot spaces is on a first come, first serve basis, and the Downtown Public Parking Lot spaces are open to the public. Awarded parking spaces shall not be labeled and/or marked in any way by the user, lessee and/or landowner of record.
- E. No parking will be allowed in the front yard except west of the Burlington Northern – Santa Fe Railroad where slip roads will be allowed. The slip roads shall be the same type and design as those constructed as a part of the Frisco Square (south side of Main Street).

4.09 USE OF REQUIRED PARKING SPACES, NON-RESIDENTIAL DISTRICTS:

Required off-street parking and loading spaces shall be used only for these respective purposes and shall not be used for storage or permanent display of boats, trailers, campers, motor vehicles or other goods, personal property, materials, or products for sale.